

Providence Church Preschool Policies Regarding COVID-19

Providence Church Preschool is committed to providing the safest environment to our children, families, and staff by following these COVID-19 policies. This protocol is informed by guidance from the South Carolina Department of Health and Environmental Control (DHEC), the Centers for Disease Control (CDC), discussions with other local preschool and daycare directors, and a review by local medical professionals. **These procedures will be revised as the DHEC and the CDC revise their recommendations.**

- We are committed to keeping in touch with parents. Teachers will communicate with parents through email, class pages, social media, or texts. The director will send emails to communicate school information.
- Parents can help protect the health of students and staff by practicing healthy habits, informing us of any illness, and keeping sick children at home.
- In the event that DHEC recommends that PCP shut down, we will offer a virtual learning experience for children. We are committed to making it as meaningful as possible for student learning to continue, and to continue paying teachers. Tuition will not be halted.
- All staff are required to be fully vaccinated against COVID-19.

Arrival & Notification of Illness Procedures:

- Children will be dropped off and picked up at different designated doors or locations for each class. Parents will not be allowed to enter the building at drop-off or pick-up. Siblings will be dropped off at the location for their classes rather than together.
- Upon arrival on campus, all children and staff will be screened for fever and symptoms. Any child or staff member with a fever of 100.4 degrees will not be allowed to attend school.
- If a child or staff member has a fever, they must be fever free without fever-reducing medication for 24 hours before returning to school and return with a doctor's note.
- Children and staff should stay home from school if they have:
 - *Any one (1) of the following, with or without fever :
 - Shortness of breath or difficulty breathing or
 - Loss of taste or smell
 - New or worsening cough
 - *Other symptoms may include chills, fatigue, muscle or body aches, headache, sore throat, congestion or runny nose, nausea/vomiting or diarrhea. Given the overlap of these symptoms with other more common illnesses and the lack of symptoms in many cases, it is not possible to identify and exclude all cases of COVID-19 through screening of symptoms.
- If a child or family member is sick and does not disclose symptoms, the child's spot may be forfeited at our school.
- If a child begins to show symptoms during school:
 - The child will immediately be taken safely and respectfully to a designated isolation area with a teacher to stay and comfort the child. Both will be required to wear face masks and stay 6 feet apart from each other.

- Parents will be called to pick up their child immediately.
- The child can return to school with a doctor's note as long as the child is symptom-free.
- If a child is tested for COVID-19, parents should inform the child's teacher or director of the collection date and result. Notification to the school is mandatory.

Classroom, Masking & Eating Procedures:

- Classes will cohort. This means keeping the same children and staff together and limiting any interaction outside of the group. Children and staff in a class together will be kept away from children in other classes, and staff will practice social distancing when around other staff members. Our goal is to contain the spread of germs from class to class. Only one class at a time will use the playground or be at Chapel.
- Children and staff are required to wear face masks inside the common areas of the buildings (hallways, restrooms, etc). Face masks are optional when inside classrooms or outdoors. Parents should inform their child's teacher if they wish for the child to mask while inside the classroom or outdoors.
- Parents are asked to pack their child's individual snack in a ziplock bag labeled "Snack" and their child's name. Parents should pack lunches inside a lunchbox.

Facility Procedures & Comments:

- Sanitizing stations are placed at each entrance. Frequent handwashing and other healthy habits (such as covering coughs, washing hands, and disinfecting toys & frequently used surfaces) will be practiced.
- No visitors are allowed in the building during class hours, including parents and non-school visitors. When attending an appointment, please ring the office doorbell and staff will meet with you outdoors or in the sanctuary building. Visitors are required to receive a temperature check and wear a face mask (available on site).
- Our facility is deep cleaned on a weekly basis and will be deep cleaned using CDC recommendations if a positive case is found in our facility.
- Our HVAC system has ionization units that have the highest rated HEPA filters that help to remove viruses and pollutants from the air.

Exclusion from Class, Quarantine, and Return Procedures:

- We follow the latest recommendations from DHEC regarding exclusions from class, quarantine periods, testing requirements, and returns to class.
 - When testing is required for return to class, written verification of the test result is not required, as verbal notification to staff is sufficient.
 - As an additional precaution beyond current DHEC recommendations, staff who experience a direct exposure will not have contact with students for 5 days and will mask at all times on Days 6-10.
 - Because it is not reasonable for students in the 2's class to wear masks effectively, the quarantine period for that class will be a full 10 days.
- Refer to the [DHEC School & Childcare Exclusion List](#) for details regarding additional quarantine requirements and durations.